

ECC Service Specific Privacy Notice

What service is being provided?

Bus Lane/Gate Enforcement

What personal data do we need from you?

Name and address

What 'special types' of personal data do we need from you?

None

Who will be using your personal data?

The **Data Controller** is Essex County Council

The Data Protection Officer for Essex County Council can be contacted at dpo@essex.gov.uk.

The **Data Processors** supporting this purpose are:

Imperial Civil Enforcement Solutions (to administer the process including registered keeper checks)

Bristow & Sutor (Debt recovery agency)

SEA (CCTV cameras and automatic number plate recognition (ANPR) cameras)

Traffic Penalty Tribunal (Appeal Decisions)

Traffic Enforcement Centre, Northampton County Court (Registering non-payment of notices)

What will it be used for and what gives us the right to ask for it and use it?

Issuing penalty charge notices for infringement of bus lane/gate use

Our legal basis for using your personal data is [legal obligation](#)

Our legal basis for using your special personal data is [Traffic Management Act 2004 and Statutory Instrument 2005 No.2757 The Bus Lane Contraventions \(Penalty Charges, Adjudication and Enforcement\) \(England\) Regulations 2005](#).

Who else might we share your data with?

Essex Police

DVLA

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Will your data be stored in or accessible from countries with no UK-equivalent Privacy Law protections?

No

How long will your data be kept?

We will stop using your data after the conclusion of your case

Your data will be deleted **7 years** after we stop using it.

Our use of your data will be subject to the following legal rights:

- Your Right to be Informed
- Your Right to Access your personal data
- Your Right for us to Rectify your personal data
- Your Right to Restrict our processing of your personal data

As you are not giving your data directly to us:

This is who is giving us your personal data:

[SEA – CCTV and ANPR](#)

[DLVA – Registered keeper details](#)

This is a source of personal data open to anyone

No

Link to a relevant other privacy notice

[Traffic Penalty Tribunal - https://www.trafficpenaltytribunal.gov.uk/privacy-notice/](https://www.trafficpenaltytribunal.gov.uk/privacy-notice/)

[Traffic Enforcement Centre - https://www.gov.uk/help/privacy-policy](https://www.gov.uk/help/privacy-policy)

Visit the following links for more information about Privacy Law, our obligations and your Rights:

[The ICO Guide to the General Data Protection Regulation 2016](#)

[The General Data Protection Regulation 2016](#)

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If you have concerns over the way we are asking for or using your personal data, please raise the matter with our Data Protection Officer by the following means:

Postal Address	Data Protection Officer, Information Governance Team, Essex County Council, County Hall, Market Road, Chelmsford, Essex, CM11QH
Email	dpo@essex.gov.uk
Phone Number	0333 013 9824

If you still have concerns following our response you have the right to raise the matter with the Information Commissioner's Office:

Postal Address	Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
Online Form	https://ico.org.uk/concerns/handling/
Phone Number	0303 123 1113